

CHARTER

JOINT OO-ALC & DCMC NONCONFORMING PARTS AND MATERIAL

1. PURPOSE: In order to help improve the quality of contractor-supplied spare and repair parts OO-ALC and Defense Contract Management Command (DCMC) will form an Integrated Product Team (IPT) to focus on the improvement of procurement processes that have contributed to an unacceptable level of nonconforming parts and materials incoming to OO-ALC. The IPT will do this by examining the entire procurement process, to include but not limited to, specific areas such as: competitive data packages, market survey, contract solicitation, vendor selection, contracting provisions/procedures, contract management/administration, and specific quality assurance activities designed to meet customer expectations. The Team will select a variety of nonconforming parts that have been identified by the OO-ALC Conformance Verification Program (CVP) Office, perform a root cause examination and make recommendations that will improve those procurement processes that have contributed to the unacceptable level of nonconforming parts and materials.
2. MEMBERSHIP AND ADMINISTRATION:
 - A. The IPT will be co-chaired by OO-ALC/LGQ and DCMC. Each will provide stakeholder representatives to assist with the root cause analysis and recommendations for improvement.
 - B. Initial membership will include representation from the Defense Logistics Agency (DLA), DCMC, OO-ALC/LGQ, DCMC Customer Liaison, OO-ALC Science and Engineering Laboratory, OO-ALC Conformance Verification Program office, and OO-ALC Supply Chain managers. The membership is expected to change as the IPT evolves.
 - C. The IPT will meet as often as necessary to assure objectives are met in a timely manner. Due to the travel limitations of off-base members, phone and other electronic methods available may be employed to conduct meetings.
 - D. Both OO-ALC and DCMC will provide the necessary personnel during the root cause analysis. Assets may include engineers, contracting officers, quality assurance specialists, industrial specialists, lab support, or other assets as necessary to conduct a proper analysis. The co-chairs will work within their organizations to secure these assets as needed.
 - E. OO-ALC/LGQ will provide Secretarial support to the IPT through scheduling, reporting, preparing agendas, taking and distributing minutes, preparing presentations, coordinating action items, etc.
3. OPERATING RELATIONSHIPS:
 - A. The IPT co-chairs will work through existing staff organizations and formal groups. The IPT will coordinate proposals and recommendations that cross management functions and will ensure that conflicts are resolved or documented, before presentation to the Quality Management Board and Executive Director DCMC-O. The members of the IPT will assure their reporting chains are informed and current.
 - B. The IPT co-chairs will be the official point of contact for the team and will lead the efforts of the team.
4. TEAM OUTPUTS:
 - A. The IPT will compile, analyze, and present the results of their study in briefing format to the Commanders of OO-ALC and DCMC and other organizations as needed. The briefing will be accompanied by a written report documenting the methodology, data sources, participants, origin of requirements, identified problems and recommendation for improvements.

- B. The IPT will report findings through the co-chairs. Participants will ensure that coordination and approval is obtained prior to releasing any report information.

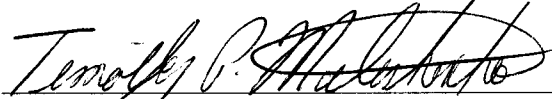
5. BUDGET:

- A. Travel and all expenses for conducting this IPT will come from the participating organizations.

APPROVED



SCOTT C. BERGREN, Major General, USAF
Ogden Air Logistics Center (AFMC)
Hill Air Force Base, UT



TIMOTHY P. MALISHENKO, Major General, USAF
Defense Contract Management Command (DCMC)
Fort Belvoir, VA